

Kenny Letter

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AMC DEPUTY G-3 VISITS LETTERKENNY



Colonel Guinn, Depot Commander offers a depot overview at the large map in building 10.

Letterkenny Army Depot hosted yet another high level visitor in October. Gary J. Motsek, Deputy G-3 for Support Operations at Army Materiel Command arrived October 12th for a full range of briefings and tours of the depot and Letterkenny Munitions Center.

Responsible for the preparation and sustainment of war fighting, his primary focus is a responsibility for munitions, software, operations, readiness, customer requirement integration and strategic alliances.

Mr. Motsek received briefings on Letterkenny missions and workload and, during a working lunch, was briefed on operations at Letterkenny Munitions Center by Director Ed Averill.

COL GUINN BUYS FIRST TWO CHRISTMAS PARTY TICKETS

After meeting with the Depot Christmas Party Committee, depot commander Colonel William A. Guinn jump-started the holiday season on October 18th by purchasing the first two tickets to this year's depot Christmas party.

The party will be held December 11th at the AMVETS Club on Fifth Avenue. (See details on flyer printed elsewhere in this issue.)

Pictured here is the Commander's Secretary, Karen Wilson, selling him tickets number one and two representing the "kick off" for the depot party event.



COL Guinn gets his tickets from Karen Wilson



Commander's Corner

COL WILLIAM A. GUINN

Team Letterkenny,

I hope you enjoy this edition of the Kennyletter - there are a number of great articles detailing a lot of good work we are doing to support our Soldiers, sailors, airmen and Marines. We closed out FY04 meeting or exceeding all of our depot production goals. For the second year in a row, we'll also be earning a maximum Team Award for our production efforts. Your dedication is putting real meaning into our motto - that Soldiers can "Count On Letterkenny."

In FY05, we will continue to find ways to leverage depot capabilities and the talents of our workforce to support the Global War On Terrorism. Besides LEAD's core depot competencies of fixing, RECAP'ing and RESET'ing Patriot, Avenger, TOW, Hellfire and other tactical missile systems, we're busy in many new areas. We're seeing a continued growth in our work of producing armor protection, Force Provider repair, generator RESET, Mobile Kitchen Trailer (MKT) refurbishment, Chem-Bio integration and other programs. We are also being asked to help with wheeled vehicle repairs. LEAD will see lots of Hummers and possibly many trucks coming our way in FY05.

Let me share a couple of facts with you to give you a perspective on what this looks like from the top. In FY02, LEAD executed \$123M of work. LEAD finished FY04 by executing just about \$300M worth of work. My prediction is we'll be busier in FY05 than we were in FY04. In fact, I believe LEAD will be busier than we have been in more than a decade. I am confident this depot has the talent, skills, facilities and desire to fix and return this equipment in order to get it back to our Soldiers.

To accomplish these new missions, you've undoubtedly noticed we have ramped up with several hundred new employees to help accomplish that work. This new work has also caused us to relook the way we've been doing things in the past. Most of you are now familiar with LEAN. With LEAN techniques, we're identifying waste and streamlining our processes and I will continue to be a LEAN champion. We're also figuring out ways to maximize the use of our facilities, our equipment, and our processes to support this workload challenge of supporting our troops. In the end, our commitment to staying on schedule, below cost, and delivering a quality product will allow us to be successful in upholding our tradition of supporting the Armed Forces.

As we approach the new workload challenges facing us, I also want to reemphasize our need to take care of people. We need to plan leave in advance to allow people to get some time off - while still supporting our mission requirements. We must never lose sight of safety - and our requirement to make our workplace safer places to work. There is a lot going on and it will be a challenge - but I know it is a challenge at which LEAD can excel.

In summary, as the Holiday Season approaches, I'd like everyone to take advantage of the holidays to spend some time with friends and family. I'd also like to encourage all of the LEAD family, government civilians, contractors and family members to attend our depot Christmas Party, 11 DEC 04, at the AMVETs. I hope we have a huge turnout for the Christmas Party - just in case I need help dancing to that Y-M-C-A song again!

Enjoy this edition of the Kennyletter and be safe.

COL Guinn

Commander: COL William A. Guinn
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Photos: Don Bitner and Gerilee Davis

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LETTERKENNY RETURNS \$2.5 MILLION IN LEAN SAVINGS

Colonel William A. Guinn, Letterkenny Commander presented a ceremonial check for \$2.5 million to Mr. John R. Chapman, Executive Director, Integrated Materiel Management Center (IMMC), and Mr. Michael Hartwell, Associate Director for Missiles, U.S. Army Aviation and Missile Command, Redstone Arsenal, AL

The check represents savings resulting from implementation of Lean Manufacturing techniques. As the Center of Excellence for Air Defense and Tactical Missiles, Letterkenny uses cross-training and flexible management to focus on customer needs.

Letterkenny was tasked with "resetting" PATRIOT and Avenger missile systems to "fully mission capable" status. Since the PATRIOT and Avenger assets are part of the operational Army fleets, a key to the program's success was meeting the Soldier's turnaround time. Letterkenny determined the best way to meet these requirements was through the utilization of Lean Manufacturing processes and techniques.

A Lean value stream analysis for PATRIOT identified major opportunities to save money and time by reducing travel distances and turn-around time. Establishing a base of operations at Fort Bliss, TX and doing some work where the Soldier resides, many lower-level maintenance operations were performed without transporting the complete piece of equipment to Letterkenny. For Avenger, however, the complete work unit was brought to Letterkenny where it underwent all available processes.

Separate work cells were formed (PATRIOT in Building 370 and Avenger in Building 350) and material flowed efficiently through the disassembly and assembly process. Subcomponents for both programs flowed through existing Lean work cells created earlier.

Soldiers were integrated with Letterkenny employees both in Chambersburg and Fort Bliss for cross-training and to expedite work, giving Soldiers using the equipment the opportunity to improve their repair skills.

A major bottleneck was identified in the cleaning, plating and painting operations. The Lean process reduced a 3 to 4 week backlog of material to less than one day while concurrently increasing component parts processing 87% with just a 12% increase in manpower. Employees in the assembly and disassembly areas made many more notable recommendations that eliminated steps that didn't add value. They added value by using portable light fixtures to aid in disassembly/assembly and created a "parts supermarket" near the work cells.

"The depot realized about \$2.5 million in savings", Colonel Guinn told Mr. Chapman, who is the decision-maker for the IMMC Air Defense and Missile Maintenance program. "Savings of this size are unusual. What is even more unusual is Letterkenny is returning these savings to the customer".

"This has been a win-win for everyone involved", said Colonel Guinn. "The depot benefits by drastically improved production processes, the Soldier receives advanced training in the repair of a system they use and the Army received quality work ahead of schedule and below the estimated cost".

"Actually", according to Colonel Guinn, "other Soldiers will benefit from this story since these funds saved can now be used to support other unfunded requirements for Soldiers fighting the Global War on Terrorism."

The original estimate for this "reset" project was \$27 million.



Mr. Chapman, Mr. Hartwell and COL Guinn

Roving Reporter

Question: "If you could make one suggestion to increase LEAD's military value, what would it be?"



Tony Seiders
Avenger Program
Bldg 350

Quality and doing it right the first time, especially on the Avengers where the Soldiers lives are at stake. The Soldiers depend on our workmanship and quality.



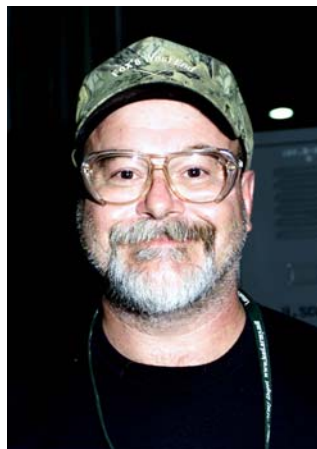
Denny Perry
Directorate of Supply
and Transportation
Bldg 320

Actually it's a compilation of issues; modernize our industrial base and educate the workforce are two that I can think of immediately.



Garry Hockenberry
Power Support
Mechanic
Bldg 350

Educate the workforce, specifically provide them the schooling needed to perform job duties.



Boyd Scott
Mechanic
Bldg 350

Recent months have already proven value to military, stay focused on job at hand, look forward to next years work and stay diligently on completion of tasks.

LEAD RETIREE RECEIVES SERVICE MEDALS MANY YEARS LATE

Letterkenny retiree, Elmer Beaston, Sr., Spring Run, received the World War II Victory Medal and the Normandy Medal of the Jubilee of Liberty.

Mr. Beaston's family recently learned that he had not received all his medals/ribbons from his military service. A contact to the National Records Center resulted in the receipt of these medals.

LTC Robert Godlewski, Deputy Director of Maintenance made the presentation during the annual Veterans' Day ceremony at the McCartney American Legion Post 232 in Dry Run on November 7th.



CARD OF THANKS

I would like to thank all for the donated leave, monetary gifts, cards, phone calls, visits, and most of all your prayers.

It is unbelievable how generous each and everyone has been. My family and I are very appreciative. Thanks and God bless all of you.

Troy Smith and Family

ORGANIZATION DAY

Days after Hurricane Ivan smashed the Caribbean and 24 hours before Central Pennsylvania felt his wrath, the Organization Day Committee was worried about the weather.

They didn't need to.

The weather could not have been better when hundreds of employees enjoyed a chicken dinner at the Letterkenny Recreation Area and an afternoon of fun and games.

Depot Commander, COL William A. Guinn opened the event saying "we owe it (the day) to ourselves and we owe it to the organization". He introduced local dignitaries who attended the picnic to thank employees for a job well done. They included Franklin County Commissioners G. Warren Elliott and Cheryl Plummer as well as Paul Cullinane, Vice President of the Greater Chambersburg Chamber of Commerce and a representative from Congressman Bill Shuster's office. Dr. Laura Edmundson and Dr. Enid Barrows attended from the Wilson College leadership.

Following Colonel Guinn's remarks, Jessica Rave sang the National Anthem and Charles Jenkins offered the invocation.

Voters offered their opinion on the dozens of cars and motorcycles that were displayed and trophies were awarded to the winners. Entertainment included a Jam Session throughout the afternoon, following a square dance demonstration by the Whirly Birds.

Workers enjoyed playing horseshoes, the paddle boats and water golf.

Prizes also went to winners of a tennis ball toss. This game replaced the traditional dunk booth because, as Colonel Guinn announced, it was feared that the dunk booth wouldn't enjoy the same success it has in prior years due to the absence of the Deputy Commander, Dr. Gray, who was TDY.



LEAD employees fill the pavilion at Letterkenny Recreation Center.



Car and motorcycle show.



Above: Jessica Rave sings the National Anthem.



Right: COL Guinn cuts the cake.



Whirly Birds Dance Demonstration

ARMOR DOOR KIT SUCCESS

Sometimes all that stood between a Soldier's life and death was a thin canvas door of their Humvee. Clearly a better solution was needed for Soldiers patrolling the streets and countryside of Iraq.

First, civilian engineers at Aberdeen research lab in Maryland designed kits of 1-inch thick steel plating and bullet-proof windows (armor door kits) to fit Humvees. Many Army depots worked 24 hours a day, seven days a week to turn out these "armor door kits." Letterkenny certainly proved it's value to the Soldiers. From January 04 to April 04, LEAD produced 860 armor door kits and finished ahead of schedule and under cost. Kudos to everyone involved in this program for making LEAD a success story.

During this timeframe, public media interest was at an all time high. Television station newscasts featured Letterkenny as well as newspaper reporters highlighting the story of making Soldiers safer while they defend our freedom.

Dennis Martin of Martin Metal Works certainly did his part to add to LEAD's success with the armor door program. Prior to the arrival of a new laser cutter in Bldg 350, he would take the raw material, comprised of sheet steel and armor plates and fabricate individual components. His company worked 24/7 to complete the mission. During this critical mission, he increased his capability from 5T. of steel daily to filling a tractor trailer.



Dennis Martin (left) receives certificate from Lonie Bender

Mr. Martin was recently honored with a Certification of Appreciation signed by COL

Guinn, Depot Commander. Lonie Bender presented the Certificate to Mr. Martin in the Colonel's absence. Lonie thanked him for the great communication and efficient operation. Mr. Martin responded, "I am a Veteran and I realize the sacrifice that Soldiers make. I am honored to do whatever it takes, just because I am out of the Navy, doesn't mean my obligation ended."

LEAD RECEIVES PROPERTY IMPROVEMENT AWARD

About a dozen Letterkenny representatives attended a breakfast at the Chambersburg Country Club to witness the Greater Chambersburg Chamber of Commerce convey a Property Improvement Award to Colonel William A. Guinn, Depot Commander.

The award was received for property improvements in the category of over \$500,000.

Jim Coggagna, an engineer with the Depot's Public Works Center was responsible for overseeing most of these improvements.

The depot property improvements included \$10.2 million in work done during 2004. Projects included painting and exterior finishing of Buildings 1 and 2; replacement of lighting in Building 2; paving of former gravel parking lots at Building 350 and 370; resurfacing of parking lots at Buildings 1, 11, and 350 and others.

In presenting the award, the Chamber noted "the improvements to the buildings and real estate of the depot show a visible sign of the commitment to excellence that has always been a trademark of its workforce".



In a later ceremony, Colonel Guinn presented the award to Jim Coccagna.

LEAN REDUCES TIME FOR WORK ORDERS

Major league baseball has ended for another season, but the Directorate of Public Works has hit a grand slam for customer service.

As a result of a June 2004 LEAN RIE, the number of days required to move a Work Request, DA Form 4283, also known as an Individual Job Order (IJO), through the approval process has been reduced from an average 23 days to 7.4 days. This reduction of 68% exceeds the team's goal of 12 days. The approval process consists of having a qualified specialist in the fields of Fire Protection, Security, Safety, Environmental and Information Management assess each IJO for viability, adherence to applicable codes and regulations, and recommendation of priority.

Lost time caused by physically moving the IJO through the five offices, which comprise the approval process, has been eliminated. All reviews are concurrent, completed electronically and signed with a digital signature. This process reduces delays for the customer while maintaining the integrity of the approval process.

Customers now electronically prepare IJOs and forward via email to a group mailbox established within MEO Division Office to minimize the possibility of an IJO sitting in one person's email account while they are on leave, TDY or otherwise away from work. Upon receipt, a Public Folder is specifically designated for each IJO and email notification sent to all reviewers with a typical 3 workday suspense to review and provide comments. The 3-day turnaround time is reduced for those requirements that are known to be urgent in nature. All email comments received are posted to the Public Folder. This system allows the customer the opportunity to follow their IJO through the approval/review process while providing assurance that their IJO has not been dropped into a black hole.

By providing real-time electronic view sight of IJOs, the Facilities Engineer and his work planning and estimating staff can begin assessing the IJO to determine if the job will be completed by the in-house workforce or through other methods of accomplishment. An additional 3-4 workday suspense is assigned to this step of the process as determined by the complexity and priority of the IJO.

LEAD Regulation 420-8, Facilities Engineering Work Request, was revised and is

posted on the LEAD Intranet to provide step-by-step instructions for customers, subsequently reducing unnecessary delays and corrections. Prior to implementation, customers were afforded the opportunity to attend a short classroom training session to address questions and concerns. Overall, the LEAD community has embraced the new IJO process with enthusiasm and support.

The IJO Production Control Board is posted in the MEO Project Management Office area in Building 10 and is updated monthly providing a visual reminder of the success of this LEAN Event.

TOY AND FOOD DRIVE SUCCESS:

The annual depot Toy and Food Drive received a special kick-off this year. Juanita Welker, Executive Director of the Toy Mission, received several new toys from COL Guinn at the end of our Town Hall session in October 2004. This year's Toy and Food Drive collection will end on 19 Nov 04. Until that time, feel free to donate your items in the red barrels located over the depot.

Many hearts open during this festive season with bags of groceries and vans full of toys being collected. Groceries will be delivered to qualified families just in time to make their holidays special. Extra items collected are donated to the local food bank. The toys are donated to the Toy Mission where volunteers refurbish and distribute them to needy children prior to Christmas.

Thanks again for making this a huge success for the depot.



Bev Williams and Karen Amberson having fun during the early morning collection.

DEPOT EMPLOYEES RECEIVE BOY SCOUT RECOGNITION

The Keystone Area Council, Boy Scouts of America has seen a membership increase in recent years in scouting participation.

Harold Booth, Jr., the Council's District Executive attributes that increase in interest to the day camps that are sponsored through the region. Letterkenny's Recreation Area serves as one of those summer day camps each year.

It takes teamwork by various Directorates to prepare and secure the site and Mr. Booth recognized that team in an awards presentation ceremony during a Commander's staff meeting on October 19th.



Colonel William Guinn, Letterkenny's Commander was recognized for his overall support of the Scouting program. Fire Chief John (Danny) Byers for providing fire equipment; Major Gary Hill for providing

security; and Robert Bilger, who reserves and oversees the recreation area and coordinates this annual scouting event.

112 scouts and 70 adults participated at the Letterkenny camp.

LIVE FIRE TRAINING

By Assistant Chief Rodney Mellott

On October 20th and 21st the Letterkenny Fire Department conducted live fire training at the new Franklin County Fire Training Center. The training consisted of crews entering a building under real fire conditions with temperatures exceeding 1600 degrees. This training is vital in the preparedness of the LEAD fire department. It allows them to set up scenarios and practice with techniques and equipment in a realistic environment, and is required under DODI 6055 regulations.

This is just one more way that the Letterkenny Fire Department is training to be ready when called upon.



MEET SGM CUSHARD



If your path crosses the Quality Assurance arena, you're sure to meet SGM William "Bob" Cushard.

Sergeant Major Cushard is currently the Senior Logistics Quality Noncommissioned Officer for Letterkenny Army Depot in Chambersburg, PA. Working for Steve Miller, he is responsible for the quality assurance activities of the depot to include; the internal audit program, test equipment calibration, quality engineering, quality data analysis, corrective and preventive action, and quality management implementation in the new Army Material Command ERP system. He was most recently the Quality Assurance Manager and A2LA Lab Manager for L.E. Borden Company in Roseville, MI.

He has a wide range on experience in service and manufacturing companies mostly associated with the automotive industry. His experience has been with applied industrial coatings, light to heavy metal stamping, industrial fasteners made of plastic and metal, threaded fasteners, and equipment design and fabrication.

Sergeant Major Cushard is a member of the US Army Reserve and has serves as Battalion Command Sergeant Major, Chief Instructor for

the Region E Engineer TASS BN, Company First Sergeant, Platoon Observer/Controller, Drill Sergeant, and Squad Leader. He is a graduate of the US Army Command Sergeants Major Course and the US Army's Sergeants Major Academy Non Resident Course Class 28. He has also completed; the First Sergeant Course, Advanced Noncommissioned Officer Course, Observe/Controller Course, Basic Noncommissioned Officer Course, Drill Sergeant School, Primary Leadership Development Course, Total Army Instructor Training Course, and Small Group Instructor Training Course. He is also a member of the Society of Manufacturing Engineers (SME) since April of 1993, Society of Automotive Engineers (SAE) since July of 2000 and the American Society for Quality (ASQ) since September of 1994.

Sergeant Major Cushard has held industrial management positions since 1990 with; L.E. Borden Company, Hayes Lemmerz, North American Wheels Group, Applied Tech Industries, Emhart Automotive, Sure Coat Industries, Blom Industries, and Sure Coat Enameling. He has performed in the positions of Vice President, Plant Manager, Quality Assurance Manager, Quality Engineer, Production Supervisor, and Quality Lab Technician. He has managed quality systems based on QS9000, ISO 9001/9002, and ISO 17025. He has also supervised and managed multiple location facilities and workforces from two to fifty employees.

Sergeant Major Cushard's education includes; Wayne State University, Course work in Manufacturing and Industrial Engineering Technology (Working towards Bachelors Degree), Macomb Community College, Course work in Metrology and Calibration graduated in December 1996 with an Associate Degree of Applied Science, GPA 3.42, AIAG ISO/TS 16949 Auditor Transition Course, Arch Associates Lead Auditor Training Course, ASQ Certified Quality Engineer and Manager Refresher Courses, Design of Experiments, and ISO 9000.

Welcome to Letterkenny.

LETTERKENNY HOSTS DEMILITARIZATION GROUP

Central Pennsylvania was host to the 13th annual meeting of the Department of Defense Demil Users Group. Meeting for two days in Harrisburg, the event provides a forum for the Department of Defense ammunition demilitarization community partners to solve challenges; including the disposition of energetics and the aging and obsolete ammunition stockpile. Known as the Demil Users Group, and comprised of over 110 representatives of academia, Department of Defense and private industry, this group gathered from all parts of the United States and even included partners from Luxembourg and Germany.

Mr. Ed Averill, Director of Letterkenny Munitions Center (LEMC), provided a capabilities presentation at the meeting leading the group discussion on modernizing and transitioning to even safer and environmentally-friendly means of disposal. Known as R3, new technology allows demilitarization techniques to reuse, recycle and recover components and moves away from open demilitarization and open burning techniques. "LEMC is working to become designated the center of technical excellence for missile demil", said Averill. Senators Arlen Specter and Rick Santorum worked to secure \$1.75 million in the FY'04 Defense Appropriations Bill toward this effort.

The group later spent a full day (Oct. 28, 2004) touring LEMC facilities; a key item on this conference agenda, and the reason it was held in Harrisburg.

Arriving by buses for a four-hour tour, Letterkenny provided "on-sight" opportunities to view and touch systems that can only be talked about at a conference. Examples include testing and maintenance of Army Tactical Missile System (ATACMS), and Air Force and Navy High-speed Anti-Radiation Missile (HARM). The group also saw Air Force Sparrow missile disassembly for demilitarization, pull-apart of 105mm rounds for demilitarization, and a demonstration of open burning and open detonation of ammunition.

Mr. Averill commented: "It was exciting for us to play a key role in this worldwide conference. Besides being an opportunity for LEMC employees to confer with a group of ammunition professionals from around the world, it gave LEMC a wonderful opportunity to demonstrate our capabilities in Chambersburg."

Letterkenny Army Depot Commander, Colonel William A. Guinn, congratulated LEMC on their part in this significant gathering of ammunition experts. "I'm always pleased to support conferences of this nature. It gives us all an opportunity to show once again the outstanding work being done here in support of Soldiers everywhere".

LEMC is a tenant activity located on Letterkenny Army Depot.

•LEAD is DOD's only organic solution for One-Stop Service for Tactical Missile Maintenance, Modification and Integration. Serving under Army Materiel Command, Letterkenny is the U.S. Army Aviation and Missile System Command (AMCOM) that possess all the specialized capabilities that support Total Weapon System Maintenance. From the manufacturer to: storage, certification, GSE rebuild, CONUS and OCONUS support to final demil. Letterkenny is the Army's Center of Industrial and Technical Excellence for Air Defense and Tactical Missile Ground Support Equipment. Letterkenny is seeking Center of Technical Excellence designation for Joint Chemical Biological Detection Programs and Soldier Systems. Letterkenny is working for the Special Operations Command and supports the Army Reserves in training and logistical operations



Members of Demil Users Group on tour at Letterkenny Munitions Center.

A REGULAR SHARPSHOOTER



Norman D. Carr, an employee at Letterkenny Army Depot, who works for the Directorate of Risk Management, recently competed in the Pennsylvania Game Commission Annual Revolver Championship, held at Scotia Range in State College, Pennsylvania. This competition is held for the full-time and part-time Game Commission Officers of the State of Pennsylvania. Officer Carr came in fourth place with a score of 486 out of a possible 500 for the whole State among his fellow officers.

Officer Carr started his employment at Letterkenny in January 1985. Officer Carr has held various positions in the Directorate. He has been Range Officer for the depot since 1988, responsible to qualify all of the Security and Police Officers and Military Personnel who carry any hand gun or revolver in their line of work or duty at Letterkenny.

Officer Carr recently held the First Annual Pistol shoot for the Security Officers and National Guard who were stationed here at

Letterkenny in May of this year. Officer Carr funded this shoot with his own funds and with the help of IBPO Local 358 to buy plaques for this Pistol Shoot. Awards were given to each shift for the top shooters and also to the top shooters from the National Guard who were stationed here.

Officer Carr served in the U.S. Marine Corps from 1966-1969. He served in Vietnam from 1966-67 and was wounded in Operation Hastings where he was awarded the Purple Heart. Officer Carr also worked for the Lancaster Police Department from 1970-76 before coming to Letterkenny Army Depot. Officer Carr resides in McConnellsburg with his wife Linda and children. Officer Carr is very active in his off-duty time working with the Game Commission's hunter safety courts and its youth programs.

PATRIOTIC LADIES

COL Guinn and the Letterkenny Ladies Club enjoyed a patriotic luncheon at the hub in honor of Labor Day. They were delighted to have several military members attend their luncheon. COL Guinn presented a State of the Depot briefing to the ladies as SGM Brown accompanied him.

Colors of red, white and blue adorned each table, generously provided by Judy Trego, and all were attentive as the Commander provided details on the depots increased workload. In keeping with the theme of patriotism, everyone enjoyed red, white and blue cupcakes as the celebration came to a close.



RIE EVENT, WEEK OF 25 OCTOBER

By David K. Brown, LEAN Core Team.

Well here we are with another Lean week and we have a lot going on. This week we were fortunate to have an old friend from Simpler Consultant with us -- Bart Bartling. I was fortunate enough to be the facilitator and accompany him as he made his rounds to all the Lean projects we had going on. Bart was the first Simpler Consultant to be with us when we decided to go Lean. Ron Bercaw (Simpler) is normally with us but was out for a routine surgery. He is ok and will be back with us for our next scheduled Simpler event. Back to our events.

“Just in Time” Armor Cabs (Bldg 350)

The team had their work cut out for them this week, as all the Lean teams did. They were able to establish stock levels and create what the cells should look like. This is a very important project for they are needed in Iraq for the safety of our troops. We need to gear-up and produce the armor cabs in a consistent and timely manner for our troops.



Team: Vicki Papoutsis (leader), Max Doyle (co-leader), Christine Williams, Mark Ruby, Dave Hassinger, Tobias McGarvey, Garry Brechbiel, Dennis Beeler, Gary Frank, Walter Kurycz, Dave Bowman, core team member Jeffrey Gipe, and Barrier Buster Robert Rotz.

Tool Requisitioning Process (Tool Rooms)

This team was a head busting, down-to-work, no stones unturned machine. Their measurement was to reduce lead-time, rework, and processing time. They are doing a bang up job. Some of the guys from the shop floor that were on this team did not realize the amount of time and red tape that was involved in just ordering a tool box!



Team: Elizabeth Robinson (leader), Sharon Fogal (co-leader), Ryan Walde, Donald Sigel, Ronald Kudasik, Diana Sipes, William Fortney (tech support); on call - Karen McKibben, Tony Mullins, Roberta McCalmont; core team member Roy Flythe; and Barrier Buster LTC Smith/Brenda Earnest.

Internal Room Antenna Elements (Bldg 370)

This team gave the antenna elements a whole new location in Building 370, developed flow charting, production numbers, etc. This was a very busy week for the team.



Team: Jimmie Graham (leader), Steve Stenger (co-leader), Sandra Shaffer, Robert Martz, Roger Stumbaugh, David Mathes, Randy Dunlap, Frank Stoe III, Ray Barrier, Gregory Woods, Ronald Burke, Ken Sipes, Paul Reed, Robert Schneiderhan, Ronald Gardner, core team member Danny Farrow, and Barrier Buster David Metz.

Paint & Prep Area (Bldg 350)

This team looked at some interesting ideas, such as raising the paint carousel in Building 350 and reclaiming the floor space for consolidation of the process in that area. It is now submitted to the engineering department for consideration.



Team: *Eric Atherton (leader), William Snyder (co-leader), Keith Diehl, Lee Doney, Terry Shew, Connie Burkholder, Paul Couture, Earl Rinker, Paul Shannon, Robert McCoy, William Shelton, Dallas Stouffer, core team member Ron Rotz, and Barrier Buster Robert Rotz.*

INFORMATION FOR ALL TRAVELERS

All employees may log onto: <http://www.dtic.mil/perdiem> to see the NEW FY05 Per Diem Rates for Travel within the US (CONUS). Choose Rates & Allowances, then Per Diem Rates then Rates then arrow to the particular State TDY is to. These new rates become effective for any travel as of Friday 1 Oct 2004. If the exact city is not listed, consult the county prior to using the Standard rate. Note: the CONUS Standard Per Diem Rate (for any place in the U.S. not having an individual rate) will be:

- Lodging \$60, Meals & Incidental Expenses (M&IE) \$31
- Some noteworthy changes beginning 1 Oct 2004 are:
- Ft. Bliss/El Paso, TX was lodging \$78, now \$70; M&IE did not change
- Washington D.C. & surrounding suburban MD/VA was lodging \$150, now \$143; M&IE did not change
- Atlanta, GA was lodging \$155, now \$133, M&IE did not change

HALLOWEEN FUN

Bldg. 10 employees show their Halloween spirit



Lynn John as The Exterminator, Dawn Hamsher as a Safari Guide, Karen Wilson as Aunt Sam, Ann Hall as a Gypsie Woman and Mary McGarity as a Happy Dust Fairy

Chambersburg has no unique rate for the town or the county, therefore, we fall under the Standard rate when travelers are TDY at LEAD. The Best Western, Fairfield Inn, Holiday Inn Express, Days Inn, EconoLodge, Super 8 Motel, Travel Lodge & Comfort Inn are all at or below the \$60 rate and most will accept the tax exempt form. The Sheraton remains at \$62 per night but will accept the tax exempt form (travelers must pay the extra \$2 out of pocket).

The NEW RATES do not go into effect until 1 Oct 2004, therefore any travel for the remainder of Sep 2004 will still be under the current rate. The OCONUS overseas rates change every month of the year so the rate published in the website is accurate at this time.

POC for travel is: Jama Hampson, x 9390 or Mary McGarity, x 5759

SAFETY RECORD ON TRACK

by Dan Kuhn

Letterkenny's safety efforts support President Bush's Safety, Health, and Employment (SHARE) initiative to lower lost-time injury and illness case rates and reduce lost workdays.

Comparing pay data provides a total annual average lost day rate. Letterkenny has drastically reduced its lost day rate in the last two years from 31 to 7 (The formula for "lost day rate" is the number of incidents per 100 employees.) Additionally, Letterkenny's continuation of pay (COP) rate, total last workday claims, and COP lost workday claims rates have all decreased.

Safety is an area difficult to gauge with the simple assignment of a numerical value. Depot Commander, Colonel William Guinn, said "Indeed, this is very good news for Letterkenny; but I'd like to see these numbers driven to zero". "Leaders set the pace for accident prevention" by anticipating needs, focusing on practices and techniques, enforcing safety procedures – involving the workforce with safety on a daily basis.

These rates represent a 100% improvement over two years ago and stand well below the overall Army's current lost days rate of 27.

Several factors are credited with making a change in Letterkenny's safety record. Most significant was instituting a policy to have an accident review board for any occupational injury resulting in more than one day lost from work.

Additionally, the commander has encouraged supervisors and work leaders to emphasize safety and hold everyone accountable for safety. The buzz word last year was "Risk Management", i.e. think of what could go wrong and plan before you act.

Additionally, the ergonomic and housekeeping improvements being incorporated with LEAN rapid improvement events have contributed to this downward trend.

Effort was also made to conduct targeted training, provide safety awareness information based on current injury and accident information to engineer out hazards. We have placed a greater effort on targeting all accidents and injury types as well as conducting new employee orientation briefings and regular safety meetings.

Everyone can be congratulated on our improved safety record. Keep safety in mind no matter what you do!

FIREFIGHTERS HONORED

Depot Commander Colonel William Guinn honored four Letterkenny firefighters for heroic efforts in rescuing an elderly man from his burning home.



Firefighters Lee Mower, James Hammond, Daniel Myers and Christopher L. Shaffer (left to right in photo) received the Commander's Award for Civilian Service and Medals in a ceremony at the depot fire station in October.

They were mutual aid firefighters who responded to a fire on August 1 in Presidential Heights.

They participated in the successful rescue of Kenneth Sollenberger who was transported to the Maryland Shock-Trauma unit and died several weeks later.

In presenting the awards, Colonel Guinn said, "I appreciate what each of you do to keep us safe and I appreciate your responsiveness. Your heroic efforts are to be recognized and we thank you."

Upon receiving the award, Lee Mower said he spoke for all the Firefighter (Basic Life Support/Hazardous Material Technicians) when he said: "I am humbled by the award and I know that each firefighter would not think twice about reacting as we four did. It is our job."

Mr. Sollenberger was retired from Letterkenny as a Security Guard.

ARMY SUGGESTION PROGRAM GOES ELECTRONIC

The Army Suggestion Program (ASP) underwent a major change on May 15, 2004. Formerly, soldiers and Department of the Army civilians could fill out Suggestion Form 1045 and submit it to their Army Suggestion Program Coordinator. Now, the entire process is done electronically.

Since Suggestion Form 1045 will no longer be accepted, there are a few things you'll need to know. You'll need to have Internet access and know your AKO username and password. Also, to receive automated notification make sure your AKO mail is forwarded to your Microsoft Outlook email account.

Here is how it will work. **Log onto <http://www.armysuggestions.army.mil>** - you'll be prompted to enter your AKO username and password. Once you're on the ASP home page, look under "Service Menu" located on the left hand side of the page, click on "Submit a Suggestion", and follow the cues.

There are several advantages to the new electronic filing method. You'll have the ability to track your suggestion through the ASP website and the suggestion process time should be reduced. Additionally, there is a save function that allows you to start the suggestion process but complete it at a later date.

The goal of the ASP is to seek suggestions that improve work methods, materials, processes, equipment, logistics, utilities, or tools. If your suggestion helps the Army save money, there is a possibility you'll receive a monetary award. The amount of the award depends upon the amount the Army saves.

Remember, when submitting a suggestion provide as much information as possible. You must present a problem/situation and propose a solution. Don't forget to mention how your suggestion will benefit the government because if the government benefits, so do you.

VISIT BY ROYAL SAUDI AIR DEFENSE

Members of the Royal Saudi Air Defense Forces (RSADF) visited LEAD for the purpose of observing the depot's Patriot RESET and RECAP capabilities. LEAD has an excellent reputation in the Aviation and Missile community, which was evidenced by the outstanding performance of the Patriot missile system during Operation Iraqi Freedom.

LEAD and AMCOM employees developed a detailed plan to restore the Patriot Air Defense Systems Fleet to its pre-deployment condition, called Patriot RESET. Its' objective was to increase readiness by making the equipment fully mission capable.

The Patriot RESET program at LEAD has showcased Letterkenny's capabilities and commitment to excellence. Employees at LEAD used "out-of-the-box" thinking to create a game plan that allowed the depot to complete RESET of a Patriot System Battalion two and a half months ahead of schedule and \$1.5m. under budget. The Patriot RESET program at LEAD exemplifies excellence and has been identified as an example for the Army to use in all other RESET work.



COL Almaghrabi, senior leader of RSADF, stated "I appreciate the spirit of everyone accommodating our visit to the United States and look forward to continuing the joint relationship."

THE LEAN MACHINE

Once again the Lean Machine is on the move. Four R.I.E; s were conducted between August 30 and September 2. The Bldg #350 "Just In Time Paint/Metal team did a superb job in setting up the first of its kind "Supermarket" for the depot and was truly a team effort between Lean core members management and employees .

Also the ICC/ECS facilitators Roy Flythe and Dave Brown tackled the job of helping the assigned team develop a more efficient flow, shop layout and create a lean concept cell after their move from the back garage to the front garage in Bldg#370.



Not to be outdone the " Dragon " area was slayed by removing excess hardware ,benches and vidmars creating a small but ideal production area as well as establishing a future workload zone .



The Dragon team members included are Chris Rickabaugh, Dan Johnson, Edward Simmons, Ron Calimer, Doug Foreback, Greg Carroll, Kathy Mann, Shirley Killian, Henry Kendall, Joel Ford, and Danny Farrow

Finally last but not least the MLRS/Avenger team rolled up their sleeves and greatly downsized its shop saving much needed floor space and taking a step forward toward a true assembly line concept .Everyone involved contributed with one goal in mind , to eliminate waste , satisfy our customer and save dollars, dollars , dollars !!



Welcome on board! Letterkenny and the LEAN Core Team would like to welcome two new members of our family. Left to right are Melissa Stackiewicz and Serena Henke. Both are a happy addition and are already hard at work making new friends and helping the depot. In a sad note we bid farewell to friend and fellow facilitator Tom Holden who has retired and gone fishing. His expertise will be greatly missed.

LETTERKENNY FIREFIGHTERS RESCUE A MAN FROM A HOUSE FIRE (“Just doing my job...”)

by Reagan Rhinehart, Captain, LEAD Fire Dept.

The day started like any other for the Letterkenny Army Depot firefighters. Little did they know that their training, equipment, and determination were about to be tested in a situation that firefighters spend so much of their time trying to prevent. Take a ride with the LEAD firefighters on August 1, 2004.

It was an average weekend day. We had roll call at 8:00 AM and all the pertinent information was passed on for the day, and the details and assignment were given out. We spent the morning checking the equipment to make sure it was ready to go. We'd spent a few hours training on some equipment. Physical training was done in/ around the firehouse. We'd met with Allegany power about a power outage that had resulted from a storm the night before. We'd handled a report of a column of smoke, and we ran an automatic fire alarm to Building One.

Then THAT call came in. At 10:10 PM we were dispatched for a house fire with people still in the residence. Lt. Mowers, Eng. Hammond, Eng. Shaffer, and FF Myers responded to the call in Engine 13-1. Letterkenny's crew was first to arrive at the house and found fire coming from the front window. Lt. Mowers assessed the situation and had his crew start a fire attack and a search for trapped people. Aided by a Thermal Imaging Camera (a camera used to assist firefighters see “through” the smoke), and a crew from the Franklin Fire Co., the house was searched and one victim was found unconscious in the back bedroom. The crew carried the victim out of the house and to an ambulance that had just arrived on the scene. The victim was transported to Chambersburg Hospital and later flown to Baltimore's Shock Trauma Unit. We found out later that it was rather ironic that Letterkenny firefighters were involved in this rescue because the victim was a member of the Letterkenny Family (he was a retired LEAD guard). The living room fire was quickly extinguished during the rescue and the equipment was wrapped up and made ready for the next call.



**Front: FF Christopher Shaffer
Back (L to R) Lt. Lee Mowers, FF James
Hammond & FF Daniel Myers**

I hope I was able to convey in some small way what an extraordinary thing these four men did, and I hope you are all as proud of them as I am. So if you would, please do me a favor. When you see Lee Mowers, Buzz Hammond, Chris Shaffer, or Dan Myers around the depot shout a “good job” or “atta boy” or “well done” to them because they deserve it, and I've been around them long enough to know that they'd never ask for it. Heck, to them they were “**just doing their job....**”.

NEW AMC CG



GEN Benjamin Griffin became the new Commanding General of Army Materiel Command in a Change of Command ceremony on November 5, replacing retiring GEN Paul Kern. Previously, GEN Griffin was the Dept. of the Army Deputy Chief of Staff G-8.

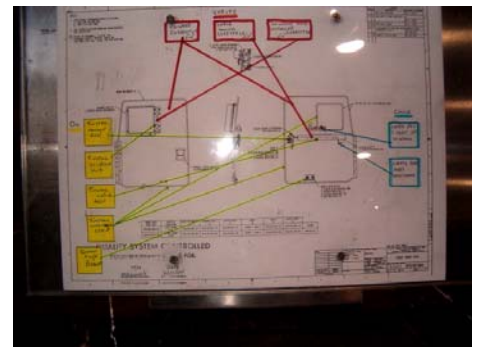
Letterkenny Army Depot Launches 6 – Sigma

By James C. Staver

Letterkenny Army Depot has been tasked to produce an Armor Plated Door Kit for the military. These kits will be installed on the Humvees, which are used in support of the Iraqi and Afghanistan wars. The completion of these Armor Plated Door Kits has a sense of urgency, as these kits will be used to save the lives of our front line soldiers. To meet the surge timeline, operators needed to be brought up to speed quickly. The challenge was to get the new employees trained to do the work right the first time.



Utilizing a combination of 6 – Sigma and LEAN techniques, along with SIMPLER Consultant assistance, we proceeded to implement a defect free process. For each Critical Total Quality (CTQ) Process, we identified the key characteristics, and implemented a verify – do – check process. Before adding any value added activity, we verified the critical design characteristics from the previous step. This gives the previous step immediate feedback on their quality, and ensures any rework found can be completed before beginning work. Corrective Action can be taken on any defects found. Next we identified the work for the operator to perform. This follows the path of lean standard work, identifying the work sequence, standard work in process, and time to complete the sequence. Finally we added the operator self checks to insure defects would found and eliminated before moving to the next step. The entire system is built to accept no defects, make no defects, and pass along no defects.



To insure shipping packing accuracy, mistake proof templates were designed. (In lean talk these are known as Poka-Yoke's) Various metal plates are packed first in shipping crates. By using the templates, it's impossible to pack the wrong items. An additional template was designed to make sure each kit had both a right and a left door. For both the assembly and packaging, all instructions are visual in the form of either drawings or digital pictures. The drawings/prints are posted at eye level at the workstations. This makes the information easily available to the operator and easy to use and understand.



By building a process that is defect free, we also will realize a process that approaches the lowest cost. Having the system designed early in the build, allowed LEAD to meet the surge requirement necessary to keep the war fighter safe.



LEAD PARTNERS IN UNIQUE VENTURE

Colonel William Guinn, Commander, and Team Letterkenny were recently recognized for their significant contributions to the Global War on Terrorism in a ribbon cutting ceremony at Aberdeen Proving Grounds. The Edgewood Chemical Biological Center (ECBC) and Letterkenny (LEAD) partnered to produce an extremely sophisticated filtration system that will remove toxic vapors and gases, sub-micron-sized particles and nuclear, chemical and biological (NBC) agents.

Letterkenny and the Edgewood Chemical Biological Center formed a partnership in 2001. This partnership has provided improved teamwork and continuity for greater service to the nation's CB programs. For the filtration systems, LEAD Contracting Officer, Lark McClure provided a variety of acquisition actions including the procurement of uniquely designed filter boxes. LEAD engineers and fabricators welded, fabricated, tested and integrated the various sections into single units capable of being hoisted into the new laboratory.

With the installation of the Advanced Chemistry Laboratory's (ACL) state-of-the-art filtration system, the ceremony marked another important milestone in the construction of the nation's most advanced chemical and biological research facilities. The 21-filter system has the capacity to filter 225,000 Cubic Feet per Minute, and is composed of two types of filters: 18 Multiple Cell Radial Filters (MCRF) and 3 Fixed Installation Filters (FIF). The system, which exceeds the requirements for this kind of facility, will be an essential component of the ACL, helping make it the nation's premier site for work with military unique chemical agents.

Mr. Jim Zarzycki, Technical Director, ECBC, championed the efforts of the partnership for "out-of-the-box" thinking, "Today is yet another important step in our journey to build what we feel will be the best chemical and biological research facility in the world." Mr. Zarzycki went on to say, "we realize our awesome responsibility when it comes to ensuring the safety of our associates and the general public, and this system will help us maintain the highest environmental safety level possible."

COL Guinn also commented on the importance of the partnership, "the Advanced Chemistry Laboratory Filtration System is an

excellent example of the joint capabilities created by the LEAD/ECBC partnership. Through the combined effort of the LEAD/ECBC team, this procurement and installation was successfully completed. The partnership is a valuable tool for providing the war fighter with necessary equipment, at a reasonable cost, and in a timely manner. We look forward to continuing this great partnership."



Letterkenny employees and COL Guinn receive a plaque from Jim Zarzycki, Technical Director, ECBC

JORDANIAN OFFICERS VISIT LEAD



Four officers from the Royal Jordanian Air Force visited Letterkenny on October 6th to tour our facility and get a status update on work Letterkenny is doing for them.

Letterkenny is working to combine test consoles for the Jordanian Air Force and these officers were interested in seeing the progress of this work. Following a luncheon in Building 370, they returned to a conference they are attending at New Cumberland.

LEAD GENERATOR SOLDIERS WIN LEGION HONOR

Soldiers from Letterkenny's Power Generation section comprised a patriotic float and appeared in the Mercersburg Halloween Parade on Nov. 1st.

The float went on to win 1st Place in a recognition ceremony held at the Harry Lackhove Post 517 American Legion in Mercersburg.



Soldier in front kneeling is SGT. Robert Washinko. Soldiers at rear of float (L to R) are SPC. Damon Andelin, and SSG Todd Robinson, all PFI (Active Duty) soldiers here at LEAD. They are all from Bldg. 350, Power Generation Section! HOOAH!

NATIONAL AMERICAN INDIAN HERITAGE MONTH, 2004

By the President of the United States of America
A Proclamation

As the first people to call our country home, American Indians and Alaska Natives have a noble history in this land and have long shaped our Nation. During National American Indian Heritage Month, we celebrate our commitment to respect and preserve the rich Native American traditions and cultures.

The enduring experiences of tribal communities are a cherished part of our national story. In September, I was proud to meet with tribal leaders and celebrate the opening of the Smithsonian Institution's National Museum of the American Indian on the National Mall in Washington, D.C. This new facility stands as a powerful symbol of the pride and vitality of our Native Peoples. The museum showcases masterworks of great cultural, historical, and spiritual significance. Through exhibits documenting past and present

achievements and hopes for the future, it will introduce generations of visitors to the strong and living traditions of Native Americans. As a center for scholarship and learning, the National Museum of the American Indian will also advance understanding of the diversity that makes our Nation great.

NOW, THEREFORE, I, GEORGE W. BUSH, President of the United States of America, by virtue of the authority vested in me by the Constitution and laws of the United States, do hereby proclaim November 2004 as National American Indian Heritage Month. I encourage all Americans to commemorate this month with appropriate programs and activities and to learn more about the rich heritage of American Indians and Alaska Natives.

GEORGE W. BUSH

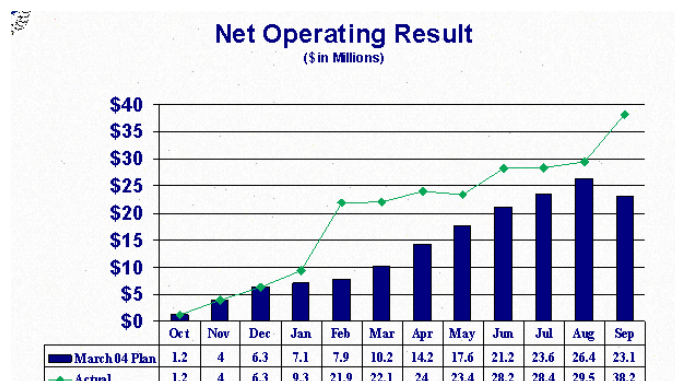
NOR

By James F. Jenkins Jr.

LEAD finished fiscal year 2004 on a strong note. The goal was to achieve a net operating result (NOR) of \$22,700,000. A surge in workload combined with new orders resulted in LEAD surpassing the NOR goal by \$15,500,000.

Achieving the NOR goal is good news for LEAD employees. Earlier in the year our Labor Management Partnership Council (LMPC) approved a depot team award plan. Since we exceeded the NOR goal each employee will receive a team award payout of \$1000.

Surpassing the NOR target was not the only goal we achieved this year. We executed 1,537,000 direct labor hours versus our plan of 1,473,000. This breaks down to 1,624 productive labor hours per direct employee. The year-end target was to achieve 1,615 hours per employee. Exceeding this target was something we have not been able to achieve the past several years.





**Letterkenny Army Depot
Civilian Personnel Advisory Center (CPAC)**

FEHB Open Season

Open season for the Federal Employees Health Benefits (FEHB) Program will be November 8 thru December 13, 2004. Open season elections will be effective January 9, 2005.

There are many significant plan changes that will take place in 2005 to include terminations of plans and plans reducing their service areas by terminating enrollment codes. If your plan falls under either of these categories, you will need to enroll in a plan during the open season in order to retain health benefits coverage.

Some plans will be reducing their service areas without terminating an enrollment. Employees enrolled in these plans may elect another health plan during open season or travel to the plan's remaining service area to receive benefits.

There are at least 11 new health plans that will be available in 2005 for various locations. Employees will want to review the information that will be available at the OPM website to determine eligibility, premiums, deductibles, services covered, and other pertinent information prior to making a decision to enroll.

Many existing plans will be offering a High Deductible Health Plan (HDHP) without new enrollment codes. Some existing and/or new plans will be offering a HDHP with new enrollment codes. If your plan is offering a HDHP or the service area is being expanded with a new enrollment code, you must make an enrollment change to enroll in the new code or elect another health plan during the open season.

You are encouraged to review your current health plan in order to determine whether it will meet your needs for the

upcoming year. To make an open season change, call the ABC-C at 1-877-276-9287 (hearing impaired 1-877-276-9833) or access the ABC website at <https://www.abc.army.mil>, click on "Benefit/EBIS", enter/create your Point of Entry (POE) password, and click on "Transactions". For more information on the open season, visit <https://www.abc.army.mil> or visit the OPM website during FEHB Open Season at www.opm.gov.

New Health Care Option for 2005

The Office of Personnel Management (OPM) has announced a new health care option that will, depending on your own health care and financial priorities, give you additional opportunities to save and better manage your hard-earned dollars. The Federal Employees Health Benefits (FEHB) Program will offer eighteen High Deductible Health Plans (HDHP) in 2005. These health plans together with a Health Saving Account (HSA) or a Health Reimbursement Arrangement (HRA) provide a tax-advantaged savings vehicle for the purpose of paying for your medical expenses.

To learn more about HDHPs, visit OPM's web site, www.opm.gov, where you will find basic information on HSAs, HRAs, and a chart comparing their features.

Flexible Spending Account for Federal Employees (FSAFEDS) Open Season

Open season for FSAFEDS will run November 8 thru December 13, 2004 for the 2005 plan year. During this time period you may enroll online at the FSAFEDS website <https://www.fsafeds.com> or via a Benefits Counselor at 1-877-FSAFEDS (372-3337).

If you were enrolled in the FSA program during the 2004 plan year, you MUST enroll during the upcoming open season in order to continue coverage. Deductions are terminated automatically at the end of each plan year. More information on FSAFEDS can be found at <https://www.abc.army.mil> or <https://www.fsafeds.com>.

Continued next page

Thrift Savings Plan (TSP) Open Season

The next TSP Open Season is scheduled for October 15 through December 31, 2004.

During open season, you are permitted to process only one change to your TSP election. If you have created a transaction and you wish to change it, you must cancel it before it processes and create a new transaction. If your transaction has processed, you are not permitted to cancel it and create a new transaction. TSP contributions can be terminated at any time if you feel the need to stop contributing.

To start or change your contributions, call the ABC-C at 1-877-276-9287 (hearing impaired 1-877-276-9833) or access the ABC website at <https://www.abc.army.mil>, click on "Benefit/EBIS", enter/create your Point of Entry (POE) password, and click on "Transactions". For more information on the open season, visit <https://www.abc.army.mil> or www.tsp.gov.

Leave Calendars Available

Fiscal Year and Calendar Year 2005 Leave Control Calendars (AMSAM-LE Forms 3485 and 3485-1, respectively) have been printed and are available for distribution from the IMA Support Division of the Directorate of Information Management

Voluntary Leave Transfer Program

Letterkenny Army Depot employees Ronald L. McAllen and JoAnn B. Yeager; Letterkenny Munitions Center employee Troy E. Smith; and Deborah Lensbower (employed by Dept of Army, Raven Rock, MD) are approved to receive annual leave donations under the Voluntary Leave Transfer Program (VLTP).

To donate annual leave, employees should complete either an OPM 630-A (for leave recipients within your agency) or an OPM

630-B (for leave recipients outside your agency). The completed OPM 630-A or OPM 630-B is then submitted through your supervisor to your servicing DFAS Customer Service Representative.

Any employee wishing to become a leave recipient must submit a written application (OPM 630) through the supervisory chain to the Civilian Personnel Advisory Center (CPAC) for approval/disapproval. Forms are available online at the OPM website (www.opm.gov) or from the CPAC.

Comings and Goings

Letterkenny Army Depot welcomes...Melvin Binkley, Michael Gossard, Glenn Lininger, Doyle Kohlbusch, Kyle Ditzler, John Kurpiel, Bobbi Heckard, Timothy Shatzer, Robert Schriver, Gary Frank, Jr., Kirk Noll, David Baver, Duane Baughman, Joseph Ergler, Christine Williams, David Bray, Kenneth Embley, Michael Foor, William Laughman, Adam Gift, and Joshua Straley to the Directorate of Maintenance; Ronald Swope, Jr., Garry Schuchman, Sr., and Nicole Chilcote to the Directorate of Public Works; Sarah Tackling to the Directorate of Contracting; James Jenkins, Jr. to the Directorate of Resource Management; and Wanda Carroll and Deborah Singley to the Directorate of Supply and Transportation...**and bids farewell to...**Ronald W. Robinson, Lorne Swope, Gary Duckwall, Irl (Red) Hauman, Gerald Chapman, Michael Shaffer, Earl M. Cleary, Ronald Doyle, David Freeman, Mickey Short, Charles Goebel, Valerie Love, Richard Brewbaker, Dirk Pogue, and James Fleming of the Directorate of Maintenance; David Watts of the Directorate of Product Assurance; Richard Hershey of the Directorate of Public Works; and William (Greg) Toms and Ronald Hoover of the Directorate of Information Management.

INCLEMENT WEATHER INFORMATION '2004-2005'

The following media outlets are alerted as soon as possible when the Commander makes a change in procedures as a result of inclement weather. Please note that not all stations operate 24 hours a day.

RADIO STATIONS FREQ.

WIKZ – CHAMBERSBURG	FM 95.1
WCHA – CHAMBERSBURG	AM 800
WQCM – THE ROCK STATION	FM 94.3
WHAG – HAGERSTOWN	AM 1410
WEE0 – REV. 103 CHBG.	FM 103.7
WHGT – WAYNESBORO	AM 1380
WAYZ – WAYNESBORO	FM 104.7
WCBG – CHAMBERSBURG	AM 1590
WSRT – MERCERSBURG	FM 92.1
WARX – HAGERSTOWN	FM 106.9
WARK – HAGERSTOWN	AM 1490
WKMZ – MARTINSBURG, WV	FM 95.9
WGET – GETTYSBURG	AM 1320
WGTY – GETTYSBURG	FM 107.7
WHKF – HARRISBURG	FM 99.3
WHP – HARRISBURG	AM 580
WRVV – HARRISBURG	FM 97.3
BOB – HARRISBURG	FM 94.9
MERF RADIO-LEWISTOWN	FM 95.7
HUNTINIGDON	FM 103.5
WFBG – ALTOONA	AM 1290
WFGY – ALTOONA	FM 98

TV STATION CHANNEL *

*CHANNEL LISTED IS THE "ON AIR" CHANNEL. IT MAY APPEAR DIFFERENTLY ON YOUR LOCAL CABLE OUTLET.

TV STATION CHANNEL

WHAG-TV, HAGERSTOWN	25
WHTM-TV, HARRISBURG	27
WHP-TV, HARRISBURG	21
WLYH-TV, LEBANON	15
WGAL-TV, LANCASTER	08
WPMT-TV, YORK – (Fox)	43

EASY INFO

The depot weather phone is an automated voice mail service that delivers the depot working status 24 hours per day. Call the weather lines at **267-8109** or **267-8916**.

TTY number 267-8939 provides this information to the hearing impaired.

Many stations now scroll delays and cancellations on their individual web sites.



ANNUAL DEPOT CHRISTMAS PARTY

Place: AMVETS Club, Chambersburg

Date: December 11, 2004

Time: 6:00 p.m. (Social Hour)

7:00 p.m. (Dinner)

8:00 p.m. (Dance until Midnight)

DJ - Sounds of the Nite

Menu: Stuffed Chicken Breast, Ham, Mashed Potatoes w/gravy, Green Beans, Roll & Butter, Assorted Cookie Trays

Tickets are \$12.00 each for Depot Employees and 1 Guest.
Additional Guests are \$15.00 each.

Call f/Tickets:

Sylvia Smith – 8776
Jerry Mellott – 5286/8611
Kim Russell – 9356
Angie Coons – 8404
Linda Daniel – 9646

Karen Wilson – 8300
Marlene Washburn – 9077
Sharon Campbell – 8241
Tammy Shuster – 9292
Shirley Ramsey – 5233

MaryAnn Hassinger – 8774
Douglas Foreback – 8961
Peggy Rollins – 8303
Teresa Cover – 5309
Kathy Mann – 5733